



**USNC TECHNICAL MANAGEMENT COMMITTEE
DRAFT MINUTES**

**Hosted by Underwriters Laboratories
47173 Benicia Street
Fremont, CA 94538**

**Wednesday, 11 May 2022
9:00 AM – 4:00 PM (PDT)
(Meeting #66)**

Members Participating

Sonya Bird, USNC VP – Technical, Chair	Underwriters Laboratories
Hae Choe, Vice Chair	AAMI
Zekarias Bekele*	CSA
Ethan Biery	Lutron Electronics
Ron Borowski*	Eaton
Ladan Bulookbashi*	AAMI
Jonathan Colby	ARESCA
Valara Davis*	Underwriters Laboratories
Vincent Ferretti	Corning Incorporated
William Fiske	Intertek
Toby Gillespie*	GE
Paul Green	Intel
Megan Hayes	NEMA
Byron Horak	Intertek
Timothy Jeffries*	Futurewei Technologies
William Lawrence*	FM Approvals
Laura Lindsay	Microsoft
David Osborn	Philips
Florence Otieno*	TIA
Rui Peng*	FDA
Charley Robinson*	ISA
Matthew Williams*	AHAM
Wallie Zoller	Rockwell Automation
Kevin Lippert, USNC President	Underwriters Laboratories
Peter Pondillo, USNC VP – Finance	Corning Incorporated
Joan Sterling, USNC VP – Conformity Assessment	Intertek
Tony Zertuche, USNC General Secretary	USNC/ANSI

Members Not Participating

Wynn Bowman	Star Associates International
Kerriane Haresign	CTA
Calvin Luong	CSA

Guests Participating

David Bain*	INCITS
Jo Cops	IEC
Steven Cornish*	ANSI
Wael Diab	Futurewei Technologies
Tim Duffy	Rockwell Automation
Elaina Finger	Corning Incorporated
Elisabeth George	Philips
Amanda Johnson*	Festool USA
Scott Kiddle*	ABB
Veronica Lancaster*	CTA
Philippe Metzger	IEC
Edward Mikoski*	ECIA
Philip Piqueira*	Underwriters Laboratories
Amy Phelps*	NIST
Cleo Stamatatos*	ANSI
Joe Tretler	ANSI
Adelana Gladstein	USNC/ANSI
Chynna Anuszewski	USNC/ANSI

* = *Virtual Participation*

Section 1 – Organizational Matters

1.1 Welcome, Opening Remarks, Introductions

Ms. Sonya Bird, TMC Chair, called the meeting to order at 9:00 AM (PDT). Ms. Bird thanked IEC Secretary General Mr. Philippe Metzger and IEC Treasurer and President-Elect Mr. Jo Cops for joining and welcomed them to the TMC meeting. She also acknowledged the USNC Young and Emerging Professionals (YEP) Committee members and USNC Professional Mentoring Program protégés who were observing the USNC Management Meetings.

After the group provided introductions in person and over the phone, it was suggested that rosters for the USNC policy committees are provided with the materials for the USNC Management Meetings in the future.

ACTION ITEM #1: USNC staff to include USNC policy committee rosters with USNC Management Meeting agendas going forward.

1.2 Approval of the Agenda

Ms. Bird drew attention to the meeting's draft agenda, USNC/TMC 1155A. No additional items were proposed. It was moved and seconded.

VOTE #1 To Approve the Agenda (USNC/TMC 1155A)

(This motion was approved unanimously)

1.2.1 Approval of Consent Agenda

Ms. Bird reviewed the consent agenda, including the TMC Minutes from the virtual meeting on 12 January 2022. It was moved and seconded.

VOTE #2 To Approve the Minutes (USNC/TMC 1154) from the virtual TMC Meeting held on 12 January 2022

(This motion was approved unanimously)

- a) US Hosted Meetings

1.2.2 Approval of Balance Agenda

Section 2 – Status of Outstanding Action Items

Ms. Ade Gladstein reviewed the outstanding action items from the previous meeting.

ACTION ITEM #2022 – 1 – 1 – USNC Communications Committee to add information about fragments into the USNC TAG Leadership Workshop and the USNC Constituency Training Modules. The topic should also be written about in an article for the USNC Current. Tony Zertuche to send the ahG 89 informational document on fragments to all USNC TC/SC/SyC Officers and USNC Policy Committee Members.

Status: In process

The Communications Committee made a note to add fragments information to the modules and upcoming USNC TAG Leadership Workshop. USNC staff circulated the requested information on fragments in April. This action item is still in process as the *USNC Current* article needs to be drafted.

ACTION ITEM #2022 – 1 – 2 – Sonya Bird to send draft paper for JTF-HD to Megan Hayes, Hae Choe, George Kelly, Valara Davis, and Tim Duffy who have volunteered to review the document

Status: Completed

ACTION ITEM #2022 – 1 – 3 – USNC will send a call for participation to fill the USNC representative for ACOS position

Status: Completed

Mr. Tom Blewitt's term as USNC Representative for ACOS ends in September 2022. USNC staff went out with a call and received interest from multiple individuals. These candidates will be vetted and voted on by TMC members.

ACTION ITEM #2022 – 1 – 4 – Rules and Procedure Committee to develop administration and leadership procedures for USNC VTAGs

Status: In process

Mr. Steve Margis is leading a small task group to draft this text for the R&P Committee's review. They have already met and plan to meet again to develop the language.

ACTION ITEM #2022 – 1 – 5 – USNC staff to distribute the scope and a call for participation for the Joint Task Force on Risk

Status: In process

See discussion under item 10.4.

ACTION ITEM #2022 – 1 – 6 – Sonya Bird and Tony Zertuche to make an introduction of Bob Sherwin to the SMB for a discussion on how IEC groups may fit into Smart Farming as it is currently dominated by ISO participation

Status: Completed

Ms. Bird reached out to the SMB Chair and Secretary to suggest adding the SAG on Smart Farming as a topic at the upcoming SMB CAG meetings. The topic was included for discussion on the CAG agenda.

ACTION ITEM #2022 – 1 – 7 – USNC to find out if we can add more USNC members to the ISO VTAG relating to Smart Farming. If allowed, USNC to put out a call for USNC participants to join the VTAG.

Status: Completed

It was confirmed that USNC can send additional members to join the ISO VTAG. A call was circulated to the policy committees and TAG officers. No interest has been received to date.

ACTION ITEM #2022 – 1 – 8 – USNC to send a second call for participation for the IEC Online Standards Development (OSD) Reference Group

Status: N/A

A US expert's name was already submitted to participate in the OSD Reference Group, so there was no need to go out with a second call for this group.

Mr. Jonathan Colby noted that TC 114 is very active in this space and that the second phase of the pilot program will begin this summer.

ACTION ITEM #2: Invite IEC Online Standards Development (OSD) Reference Group US representative, Ed Van Vooren, to the September TMC meeting to provide an update on the group's activities.

ACTION ITEM #2022 – 1 – 9 – Consider a virtual CROSQ workshop

Status: In process

The CROSQ workshop was discussed at the last Communications Committee meeting in April. The Communications Committee Chair Mr. Ethan Biery planned to make a recommendation to USNC Council regarding an in-person workshop in 2023 in the Caribbean region.

ACTION ITEM #2022 – 1 – 10 – Tony Zertuche to put together a report or description of all regional groups

Status: In Process

TMC members requested additional background information and the opportunity to submit their input on each regional group.

ACTION ITEM #3: USNC staff to put together background information on each of the regional groups that the USNC participates in. USNC staff to hold a workshop session with USNC policy committee members to continue to develop the SWOT analysis.

Section 3 – Election Buddy

Ms. Gladstein provided an overview of the USNC’s new online voting platform, Election Buddy. USNC staff circulated a test ballot for TMC members to familiarize themselves with the tool. The group agreed that ballots for USNC personnel should be anonymous. On other ballots, voters should be able to see who voted, how they voted, and their comments. A few TMC members shared that they did not receive the test ballot. USNC staff noted that the ballot may have gone to spam in their inbox and that they may need to have their IT departments approve Election Buddy’s domain and IP address.

ACTION ITEM #4: For the next official TMC ballot, USNC staff to send an email to notify TMC members that the Election Buddy ballot has been initiated. TMC members to let USNC staff know if they do not receive the Election Buddy ballot.

TMC members were encouraged to review the user guide (USNC/TMC 1157) and the list of the tool’s capabilities (USNC/TMC 1171).

Section 4 – TMC Vice-Chair

There has been a change in AAMI’s membership on TMC. Ms. Ladan Bulookbashi now serves as AAMI’s representative on TMC, while Ms. Hae Choe serves on USNC Council and CAPCC. Ms. Bird clarified that even though Ms. Hae Choe is no longer a TMC member, there is nothing in the USNC Statutes to prohibit her from serving as TMC Vice-Chair, so Ms. Choe will remain in her role as TMC Vice-Chair through end 2022.

Ms. Bird’s final term as USNC VP – Technical ends in December 2022. Ms. Choe is the only remaining candidate running for the USNC VP – Technical role. USNC Council will be balloted soon.

TMC will need a new Vice-Chair beginning in 2023. Ms. Bird asked TMC members to consider this position.

ACTION ITEM #5: USNC staff will circulate a call for TMC Vice-Chair.

Section 5 – USNC Technical Advisory Group Opportunities

Ms. Bird provided an update on open USNC TAG positions and the list of TCs/SCs/SyCs where the US does not participate. This document is normally part of TMC’s consent agenda. Ms. Bird wanted to make TMC members aware of changes taking place. She highlighted leadership roles needed from committees and where there are USNC TAG Administrators vacancies. For additional details, please see the revised version of USNC/TMC 1158 (**ATTACHMENT A**).

Section 6 – Consumer Participation

Ms. Cleo Stamatou, ANSI, provided a presentation on consumer participation. Ms. Stamatou’s goal is to find, train, and retain consumer advocates, consumer participants, and users for participation on key safety standards committees. She is looking for volunteers interested in advocacy and public service and recruiting from various consumer groups. ANSI and the Consumer Interest Forum organized the Consumer Participation Fund to encourage and foster participation by consumers. Ms. Stamatou

welcomed TMC members to check out the Consumer Participation Fund website that was recently launched (<https://www.ansi.org/outreach/consumers/consumer-fund>).

A TMC member suggested leveraging the IEC Diversity Advisory Committee's (DAC) data on stakeholder diversity as soon as it is published. A few TMC members mentioned that they would like to connect with Ms. Stamos to discuss how to increase consumer participation and engagement on the USNC TAGs that they administer.

Ms. Bird thanked Ms. Stamos for her presentation.

Section 7 – Frankfurt Agreement/CENELEC Update

Mr. Dave Osborn provided updates on the state of the Frankfurt Agreement and IEC's relationship with CENELEC and the HAS consultants. Mr. Osborn noted that there is a divergence between IEC standards and EN documents, which is problematic given the size of the European market. There have been challenges with harmonization and the mandate process – it has been a slow roll out. The role and process regarding HAS Consultant review and Commission desk officer review have not been going well. HAS Consultants had a fixed budget, and they have run out of money now. There are 76 assessments pending that have been dropped and reassessed. A new contractor is needed, but has not been announced yet. There are concerns for how the backlog of standards will be handled. There have been recurring problems with European Commission failing to provide guidance, and the requirements keep changing. Ms. Bird and Mr. Steven Cornish shared that these same frustrations are expressed at the SMB and TMB respectively.

Mr. Philippe Metzger noted that the IEC met with the European Commission to review the HAS Consultants process last year. The next step is to have a discussion on this issue at the SMB meeting in June. There is a complete alignment on the strategic goal from the IEC perspective. IEC is focusing on the HAS Consultant process and where they can influence in the best possible way. He confirmed that discussions between IEC, ISO, CEN, CENELEC, and the European Commission are continuing on this issue. Mr. Jo Cops added that this issue has been ongoing for years and remains a concern for the IEC. IEC tries to support CENELEC as much as they can and work closely with them.

Ms. Bird thanked Mr. Metzger and Mr. Cops for continuing to push this issue forward. TMC agreed to add this as a topic for discussion at the mid-year bilateral meetings (*see ACTION ITEM #12*).

Section 8 – USNC Program Requests

Ms. Megan Hayes provided an overview on the proposed process for USNC program requests. Ms. Hayes led a task group to develop a procedure for prioritizing and processing for funding requests for USNC programs. All request submissions must include a title, abstract, rationale, needed resources, and duration of project/program. The process for prioritization of programs is to 1) identify potential programs for funding, 2) have an ongoing review of budget/spending to know what funds are available, 3) USNC Finance Committee to review programs for impact versus cost and prioritize based upon strategic plan and available funds, and 4) when funds are available, USNC Finance Committee to recommend to USNC Council for decision. Program requests should be submitted by 17 June 2022, so the USNC Finance Committee can consider and review the requests at their meeting on 21 June 2022. Anyone from the USNC constituency is welcomed to submit a USNC program request.

ACTION ITEM #6: USNC staff to circulate information on how to submit a USNC program request via the Items of Interest emails. Program requests received by June 17, 2022 will be considered by the USNC Finance Committee at their meeting during the week of June 20.

Section 9 – IEC Committee Reports

9.1 Advisory Committee on Environmental Aspects (ACEA)

Mr. Jonathan Colby reported on the latest work of ACEA. ACEA is mainly concerned with the environmental impact of materials, product manufacturing, circular economy and material efficiency considerations. ACEA has not considered the effect of technology operating within the environment. Mr. Colby reviewed the TCs that participate in ACEA's work, including TC 111 *Environmental standardization for electrical and electronic products and systems*. There was some initial concern that there was overlap between ACEA and TC 111. Mr. Colby suggested that TMC invites TC 111 representatives to provide an update on the TC's activities.

ACTION ITEM #7: Invite USNC TAG Officers from TC 111 *Environmental standardization for electrical and electronic products and systems* to provide an update on their activities at a future TMC meeting.

ACEA's current activities were highlighted – three new guides are under development and one is under revision. Mr. Colby noted that ACEA struggled to remain active for a while, but has picked up momentum over the last few years. ACEA recently nominated Mr. Colby to ahG 94 *Product carbon footprint data for the electrotechnical sector*.

9.2 Systems Committee Smart Manufacturing (SyC SM)

Mr. Wallie Zoller reported on the latest work of SyC SM. Mr. Zoller has replaced Mr. Alec McMillan as the SyC SM Secretary. He provided an overview of the SyC SM's focus. SyC SM WGs will hold non-plenary WG meetings in June to prepare for full plenary meetings at the 2022 IEC General Meeting.

Ms. Bird emphasized that this is a unique situation where a National Committee, not the IEC, serves as the Secretariat for a SyC. She thanked Mr. Zoller for his leadership on SyC SM. Ms. Bird acknowledged that his position on SyC SM is a success story of the IEC young professionals program. It was noted that three former YPs participate on TMC, which speaks to the success of the YP program.

9.3 SG 13 Working with Consortia

Ms. Hae Choe provided a written report on SG 13's activities.

9.4 Advisory Committee on Energy Efficiency (ACEE)

Mr. Kirk Anderson provided a written report on ACEE's activities.

Section 10 – IEC SMB Reports

10.1 Report of SMB Groups

Please see **ATTACHMENT B** for additional information.

- **ahG 91** *IEC Strategic Plan and Operational Plan* – This is a very active ahG led by Mr. Vimal Mahendru. The role of ahG 91 is evolving. The strategic plan is ready, so the ahG’s new role is how to go about implementing the plan. The main deliverable is the spreadsheet that ahG 91 members have updated to track KPIs and milestones. Most KPIs have been finalized. ahG 91 has moved past its original task, and Mr. Zertuche no longer has the bandwidth to devote to this group. The representative to this ahG does not need to be an SMB member. Ms. Bird and Mr. Zertuche proposed that Ms. Gladstein serve as the US representative to ahG 91. TMC members agreed to have Ms. Gladstein serve in this role.
- **ahG 92** *Impact of copyright and licensing on future IEC standardization – TC 57 Power systems management and associated information exchange* raised a number of issues regarding copyright related to standards and new technologies of the future. Mr. Scott Neumann is the head US delegate to TC 57 and serves as the US representative to ahG 92. This group has been meeting monthly, and is actively drafting four documents related to user needs, digital content, handling of code components, and open source. Some TMC members expressed concerns on the copyright and licensing issue at the IEC. TMC agreed that this topic deserves additional discussion at the next TMC meeting in September and the mid-year bilateral meetings (*see ACTION ITEM #12*).

ACTION ITEM #8: Invite the US representative to ahG 92, Scott Neumann, to provide an update on group’s activities at the September TMC meeting.

- **ahG 93** *Use of Global Relevance Toolbox in technical procedures* – This ahG was established recently and has met twice to date. This group’s work has been divided into three work streams: 1) develop a guidance document on the Global Relevance Toolbox (GRT), 2) implementing the GRT in technical processes, and 3) digital tools, platform, and website. TMC members suggested that GRT is added as an educational topic during the upcoming USNC TAG Leadership Workshop.

ACTION ITEM #9: Include a topic on Global Relevance Toolbox in the USNC TAG Leadership Workshop.

- **ahG 94** *Product carbon footprint data for the electrotechnical sector* – Mr. Jonathan Colby was nominated to serve on ahG 94 by ACEA given his leadership on TC 114 *Marine energy - Wave, tidal and other water current converters*. Mr. Julian Wilmouth serves as the US representative to this group given his work on TC 111 *Environmental standardization for electrical and electronic products and systems*. This ahG was formed recently and will present its initial findings and recommendations to SMB at their meeting in June. It was

noted that product carbon footprint is currently a hot topic in Europe, Japan, and the US.

10.2 SG 12 – Digital Transformation and Systems Approach

Ms. Zertuche provided an update and presentation (**ATTACHMENT C**) on SG 12 activities. The full SG 12 last met on 2 May 2022. SG 12 is becoming all-encompassing, and continues to grow. IEC Secretariat is looking for a full time IEC employee to support the activities and workflow of SG 12. He reported on TF 1, TF 2, and TF 3 as well as the Methodology Group and Committee Forum. Mr. Zertuche participates in TF 1. There are several meetings coming up for the TFs and MG. If anyone is interested in participating in any of these groups, reach out to Mr. Zertuche. TMC members are encouraged to review the SG 12 report to SMB, SMB/7623/R. The group agreed to invite Mr. Ralph Sporer, co-convenor of SG 12, to the next TMC meeting to provide an update on SG 12's activities.

ACTION ITEM #10: Invite SMB SG 12 co-convenor, Ralph Sporer, to report on SG 12 activities at the September TMC meeting.

10.3 IEC Directives Maintenance Team and Joint Directives Maintenance Team

Mr. Zertuche provided presentation (**ATTACHMENT D**) with updates from the recent virtual DMT and JDMT meetings. All changes to the IEC Supplement have been approved by SMB and all changes to the Directives have been approved by the TMB and SMB. Mr. Zertuche shared that the JDMT has been more active recently, and that there has been increased collaboration between ISO and IEC on the JDMT. Mr. Steven Cornish is the co-convenor of the JDMT.

Mr. Zertuche's final term on DMT ends in December 2022. Individuals who are interested in serving as the US representative to DMT are invited to reach out to USNC staff. It was noted that USNC staff could take this role on as it involves the processes of standardization.

ACTION ITEM #11: Tony Zertuche's final term on DMT ends in December 2022. Tony to draft a document on the DMT representative's role, responsibilities, expectations, and time commitment for distribution to USNC policy committee members. USNC staff to circulate a call for volunteers for the US representative to DMT.

10.4 IEC SMB/ISO TMB JTF

Please see **ATTACHMENT E** for additional information on the JTFs.

- **SMB/JTF-HD *Horizontal Deliverables*** – This group last met on 20 April. Ms. Bird thanked Ms. Megan Hayes, Ms. Hae Choe, Mr. George Kelly, Ms. Valara Davis, and Mr. Tim Duffy for reviewing the JTF-HD draft paper. She is awaiting the updated paper and will share with the group for comment.
- **SMB/JTF-JDMT *JDMT Review Process*** – JTF-JDMT has been focusing on the new Collaboration Platform where change requests forms are registered together with the spreadsheet listing the change request. Mr. Zertuche emphasized that the group has a path forward on how they are going to work on the JDMT. Mr. Steven Cornish added

that the JTF is working to align ISO and IEC. The group's goal is alignment of joint directives, not divergence. JTC 1 should not have to choose between procedures.

- **SMB/JTF-SP *Strategic Partnerships*** – There is no individual from the US IEC side representing USNC on the JTF-SP. Mr. Steven Cornish represents US on the ISO side. JTF-SP is discussing how TMB and SMB can work closely together. They have developed principles as a starting point on how TMB and SMB should collaborate.
- **SMB/JTF-NN *New Normal*** – Mr. Steven Cornish and Mr. Vimal Mahendru are the co-convenors of JTF-NN. This group was formed in response to the pandemic. A guidance document was developed for how to host hybrid and virtual meetings. JTF-NN is working with IEC staff to develop training slides and a survey for ISO and IEC TCs to provide input on their experience in virtual and hybrid meetings. It was suggested that USNC develops guidelines specific to the 2022 IEC General Meeting. While the 2022 IEC GM will be held in face-to-face format, some TCs/SCs/SyCs will want to have some sort of hybrid meeting capability.

ACTION ITEM #12: TMC Chair and USNC staff to connect with Planning Committee regarding the JTF on New Normal's guidance document on hosting virtual and hybrid meetings. Ask if similar guidance should be prepared for consideration by the technical committee officers at the 2022 IEC General Meeting.

- **SPCG *Standardization Program Coordination Group*** – The SPCG reviews new proposals that come out of each of the bodies to look for overlap and areas of coordination. Mr. Cornish provides Ms. Bird and Mr. Zertuche regular updates, which has been working really well.
- **SMB/JTF-Risk *SMB/TMB Joint Task Force on the Concept of Risk and Associated Terms*** – Mr. Dave Osborn serves on the JTF-Risk and provided a presentation (**ATTACHMENT F**). The group has two main objectives: 1) information sharing among committees involved in standards development that incorporates the concept of risk and its associated terms and 2) identify how the concept of risk and its associated terms should evolve in the standardization community to meet the needs of standards users and suggest solutions to the variations in definitions, use and interpretations of risk and its associated concepts. There are two very different concepts for risk currently exist in ISO: risk related to possible harm and organizational risk of uncertainty on objectives. Both ISO and IEC need to carefully evaluate the effect of the uncertainty of risk on their business objectives. The potential impact on business is huge. Ms. Bird added that the work of JTF-Risk has stalled since the co-convenor is from Russia. Mr. Steven Cornish has put his name forward to replace the co-convenor from Russia temporarily. TMC agreed to add this as a topic for discussion at the mid-year bilateral meetings.

ACTION ITEM #13: Include the ahG 92 Impact of copyright and licensing on future IEC standardization, risk, and HAS Consultants as agenda items for discussion at mid-year and fall bilateral meetings.

Section 11 – Standardization Management Board (SMB) Issues

11.1 Review of Decisions from SMB Meeting in February 2022

Ms. Bird reviewed the decisions taken at the virtual SMB meeting held in February 2022. She highlighted the following items from the SMB decision list (SMB/7550/DL):

- *SMB Decision 173/5 – ahG 94 Product carbon footprint data for the electrotechnical sector* – ahG 94 was formed to evaluate the potential for standardization activities addressing Product Carbon Footprint (PCF) evaluation and documentation in digital format. The US participates in this group.
- *SMB Decision 173/7 – SEG 11 Future Sustainable Transportation* – The recommendation to establish a new SyC on Sustainable Electrified Transportation (SET) had been approved. Ms. Bird encouraged TMC members to become involved in this group.
- *SMB Decision 173/8 – Proposal from the Korean NC for a SEG on Quantum technologies* – SEG 14 was set up to explore standardization opportunities in the area of quantum technologies. The SEG’s tasks include investigating needs for standardization in the area of quantum technologies; evaluating technical capabilities and applications in this field; investigating current research and technology activities; proposing a roadmap for standardization in the area of quantum technologies; and engaging with TC/SC/SyCs, including JTC 1, as well as with ISO and other market and policy relevant organizations.
- *SMB Decision 173/9 – Proposal from the German NC for a new PC on Decentralized energy trading infrastructure* – SyC Smart Energy expressed interest to host this activity and recommended the establishment of a WG under SyC Smart Energy to initiate the work on distributed energy trading infrastructure.
- *SMB Decision 173/10 – Proposal from the Chinese NC for a new PC on Cold storage equipment for medical use* – The Chinese NC was expecting additional feedback from SC 59M, SC 61C, SC 62A and TC 66, as there may be overlap in the work. SMB postponed the decision until these inputs have been received.
- *SMB Decision 173/14 – Guidance on inclusive terminology* – Ms. Bird noted that this has been a hot topic at the SMB. SMB agreed on the importance of developing guidance on inclusive terminology jointly with ISO and asked ISO/TMB to consider the proposal of initiating joint work in this field. Leveraging existing expertise in both organizations, SMB recommended the establishment of a JWG between TC 1 and ISO/TC 37 to develop this guidance material.

11.2 Review of Agenda for SMB Meeting in June 2022

Ms. Bird reviewed items to be discussed at the upcoming CAG and SMB upcoming meetings. Please see **ATTACHMENT G** for a presentation on the CAG agenda and **SMB/7610A/DA** for the latest SMB draft agenda.

The draft CAG agenda has been split into four separate meetings, and includes the following topics: Results of self-assessment survey; Future of SG 11; SMB activities on “all-electric and connected society”; Discussion on “speed vs. collaboration” for the technical work; Preparation of June 2022 joint SMB/TMB meeting; and Smart Farming. Ms. Bird proposed the Smart Farming topic for consideration by the CAG. Mr. Bob Sherwin will lead the discussion on the topic as the US representative to the Smart Farming joint group. Ms. Bird mentioned that the SMB agenda consists of several reports discussed throughout the TMC meeting (ahGs, SG 12, DMT/JDMT, ISO/IEC JTFs, HAS Consultants, etc.)

Section 12 – Management and Communication Items

12.1 Report from IEC TC/SC/SyC and USNC TAG Leaders in Attendance

Mr. Wael Diab, Chair to ISO/IEC JTC 1/SC 42 Artificial Intelligence, gave an update on the committee's work. Mr. Diab provided an introduction and overview of SC 42 as well as its WGs, JWG, AG, and ahG. SC 42 has a rapidly growing work program. He reviewed key topics being discussed in the committee, including foundational standards; data – AI, big data, analytics; trustworthiness; societal concerns and ethics; use cases and applications; computational methods; governance implications of AI; testing of AI-based systems; AI standardization roadmapping; and Management Systems Standard ISO/IEC 42001.

Ms. Bird thanked Mr. Diab for the presentation and all of his work in the AI area. She emphasized that this is a critical piece for IEC and ISO.

12.2 USNC Subcommittee on Operating Procedures

Mr. Bill Lawrence, Chair of the Subcommittee on Operating Procedures (SCOOP), provided an update and written report on the Subcommittee's work, including the USNC TAG Model Operating Procedures (MOP) validation process. The unique operating procedures (UOP) for the USNC TAG to TC 95 were under review by SCOOP at the time of the TMC meeting. USNC staff have contacted the last two outstanding TAGs who have not provided their TAG Operating Procedures. Preliminary discussions have started regarding the possibility of expanding the current MOP member interest categories beyond the following as part of the 2024 MOP revision. SCOOP is looking for new members. Interested individuals are encouraged to reach out to Mr. Lawrence and USNC staff.

Ms. Bird thanked Mr. Lawrence for his work and leadership on SCOOP.

Section 13 – Interface with Regional Organizations

Mr. Zertuche provided an update on the USNC's regional outreach initiatives. He reviewed the first draft of the SWOT analysis that USNC staff developed. The SWOT analysis focuses on USNC's participation in regional groups, including FINCA, COPANT, CANENA, PASC, and APCF. TMC members expressed interest in submitting their input into the SWOT analysis. USNC staff will hold a workshop session with USNC policy committee members to continue to develop the SWOT analysis (*see Action Item #3 above*).

Section 14 – Meeting Schedule 2022 and Beyond

The following future meeting dates were reviewed:

Ms. Bird emphasized that USNC is seeking hosts for the USNC Management Meetings in 2023. She hopes that organizations step up to host that may have not hosted the USNC Management Meetings before. USNC policy committee members are encouraged to let USNC staff know soon if they are able to host meetings next year.

Ms. Veronica Lancaster offered to have her organization, CTA, host in May or September 2023.

2022

CAB Meeting
13 June 2022
Geneva, Switzerland

SMB Meeting
14 June 2022
Geneva, Switzerland

IEC Board Meeting
16 June 2022
Geneva, Switzerland

USNC Management Meetings
13-15 September 2022
Norwood, MA

TMC members and guests discussed the possibility of hybrid meetings in the future and considered revisiting the policy for dialing into TMC and USNC Council meetings.

Ms. Bird suggested that TMC make a recommendation to USNC Council to form a joint task force with all three USNC policy committees to review the policy for hybrid participation in USNC Management Meetings. It was moved and seconded.

VOTE #3: For TMC to recommend to USNC Council that a joint task force is formed with all three USNC policy committees to review the policy for hybrid participation in USNC Management Meetings.

(This motion was approved 13-1)

86th IEC General Meeting
31 October – 4 November 2022
San Francisco, USA

2023

87th IEC General Meeting
22 – 26 October 2023
Sharm-el Sheik, Egypt

Section 15 – Review of Action Items

Ms. Gladstein reviewed the action items captured during the 11 May TMC meeting.

- **ACTION ITEM #1:** USNC staff to include USNC policy committee rosters with USNC Management Meeting agendas going forward.
- **ACTION ITEM #2:** Invite IEC Online Standards Development (OSD) Reference Group US representative, Ed Van Vooren, to the September TMC meeting to provide an update on the group's activities.
- **ACTION ITEM # 3:** USNC staff to put together background information on each of the regional groups that the USNC participates in. USNC staff to hold a workshop session with USNC policy committee members to continue to develop the SWOT analysis.
- **ACTION ITEM #4:** For the next official TMC ballot, USNC staff to send an email to notify TMC members that the Election Buddy ballot has been initiated. TMC members to let USNC staff know if they do not receive the Election Buddy ballot.
- **ACTION ITEM #5:** USNC staff will circulate a call for TMC Vice-Chair.
- **ACTION ITEM #6:** USNC staff to circulate information on how to submit a USNC program request via the Items of Interest emails. Program requests received by June 17, 2022 will be considered by the USNC Finance Committee at their meeting during the week of June 20.
- **ACTION ITEM #7:** Invite USNC TAG Officers from TC 111 Environmental standardization for electrical and electronic products and systems to provide an update on their activities at a future TMC meeting.
- **ACTION ITEM #8:** Invite the US representative to ahG 92, Scott Neumann, to provide an update on group's activities at the September TMC meeting.
- **ACTION ITEM #9:** Include a topic on Global Relevance Toolbox in the USNC TAG Leadership Workshop.
- **ACTION ITEM #10:** Invite SMB SG 12 co-convenor, Ralph Sporer, to report on SG 12 activities at the September TMC meeting.
- **ACTION ITEM #11:** Tony Zertuche's final term on DMT ends in December 2022. Tony to draft a document on the DMT representative's role, responsibilities, expectations, and time commitment for distribution to USNC policy committee members. USNC staff to circulate a call for volunteers for the US representative to DMT.
- **ACTION ITEM #12:** TMC Chair and USNC staff to connect with Planning Committee regarding the JTF on New Normal's guidance document on hosting virtual and hybrid meetings. Ask if similar guidance should be prepared for consideration by the technical committee officers at the 2022 IEC General Meeting.

- **ACTION ITEM #13:** Include the ahG 92 Impact of copyright and licensing on future IEC standardization, risk, and HAS Consultants as agenda items for discussion at mid-year and fall bilateral meetings.

Section 16 – Adjournment

Ms. Bird thanked everyone who participated in-person and remotely. She adjourned the meeting at 4:00PM (PDT).